

Manny Trevolini
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Objective: In search of a challenging position of civil engineering where I can work with diversified and creative projects.

Skills:

- Familiar with AutoCAD.
- Excellent problem solving and analytical skills.
- Able to operate Microsoft office tools such as word, power point, excel and access.
- Efficient management and organizational skills.
- Good communication and writing skills.
- Open minded and able to work in complex projects and environment.

Work Summary:

1990 – Present: Santo Hold Inc. New York
Senior Civil Engineer

- Responsible for taking complex projects in the organization.
- Solved complex projects using specialized engineering techniques and tools.
- As a senior civil engineer, provided guidance to junior engineers and trained other engineers.
- Took responsibility to complete the project in time and with quality.
- Responsible for other duties as needed.

1988 – 1990: Fox Inc, Washington DC
Civil Engineer

- Responsible for developing designs.
- Make sure about the quality of design documentation through out design process.
- Worked as communicator between project team and client and prepared technical specifications.
- Also checked design calculation did by other designers and engineers.
- Assigned work into members to make sure about delivery to design time quality and budget.
- For construction work and site work, responsible for acting as site and project supervisor.
- Prepared contract reviews and documents for construction projects.

Education:

B.S. Civil Engineering, Boston University, Boston